

HULMEVILLE BOROUGH COUNCIL
Meeting Minutes
March 6, 2017

The regular monthly meeting of the Hulmeville Borough Council was held on the above date at the Borough Hall, 321 Main Street.

Councilmember's Present

Thomas Wheeler, President
Debbie Mahon, Vice President
Mallory Menta
Dale Walton Jr.
Judy Coleman
Nick Lodise

Staff in Attendance

Solicitor Robert DeBias
Authority Chair Jim Clark
Secretary Dorothy Omietanski
Treasurer Diane McKairnes
Fire Marshal Bill Wheeler
Mayor Dave Harris

Councilmember's Absent: Dan Mandolesi

Staff Absent: Water & Sewer Clerk Pat Slater and Police Chief Bob Juno

Guests in Attendance: Ron Robbins, Sheri Wheeler, Joe McKairnes, Angelo Menta, David Zayas, Denise Smith, Richard Smith, Mike Wasson and John Cost

Call to Order: Mr. Wheeler called the meeting to order at 7:32pm; all those present joined in the Pledge of Allegiance.

Minutes:

Motion made by Ms. Mahon seconded by Mr. Walton to approve the minutes of February 6 and 21, 2017; Motion passed with all in favor 6-0-0.

Public Comment:

- Johnson Hall – Ms. Smith is a prospective buyer for Johnson Hall. She wanted to take this opportunity to present her idea to council and find out what steps would need to be taken to obtain approval of her plan. Ms. Smith owns Heritage Run Builders with her husband. They have been in business for 20 years. They take old buildings and convert them to apartment units. They would like to convert Johnson Hall into 12 apartment units, 7 units in the main building and 5 units in the other building, and after completion they are planning to maintain ownership of the buildings. Mr. Wheeler told them they need 24 parking spaces for that many units, which Ms. Smith will need to review in her plans. The next sheriff sale is scheduled for May 1, 2017 and she has until then to finalize her plans and make sure she has the borough's approval. They are planning to keep the outside of the building intact while gutting out the interior. They provided several examples of their work including 307 W Park Ave Langhorne and 2217 Bristol Pike Bensalem. They are planning for the apartments to be 1 to 2 bedrooms. Mr. Wheeler suggested their first step would be to contact the Historical Architectural Review Board. After meeting with the Historical Review Board, they will need to meet with the Zoning Hearing Board. Mr. Wheeler provided Ms. Smith with Ms. Johnson's contact information and encouraged her to contact Ms. Johnson right away.
- Mike Wasson – Mr. Wasson wanted to thank council for the radio for his work as constable. He feels much safer now that he has a radio at his disposal.

Water and Sewer:

- Allstate Power and Vac – Carroll Engineering oversaw the work completed by Allstate Power and Vac. The work they came back to complete was not completely finished. They forgot that the reason they needed to come back was to complete work on two areas which had 6-inch piping which is too small for their general equipment. They forgot the reason for the delay and were not prepared to inspect the small piping. They finished work and Mr. Clark made some notes for the future in case it needs to be done again, so that Allstate would be equipped to be able to inspect the 6 inch pipes. Mr. Clark is submitting a bill for the work.
- Act 537 Plan – The weather inspection was completed and Mr. Clark is submitting a bill for the work. Mr. Clark, Mr. Swenson and Ms. Menta are continuing to work on the recommendations made for changes to the plan. All target dates for the plan will need to be redone. The first step toward the plan will be to analyze the information on the current meters and make repairs where there are issues.
- Meter Replacement – Just to explain again the process BCWSA is talking to customers regarding the meter replacements. First BCWSA sends a letter to the resident. If they do not receive response they will then try to catch them at home. If they are not home, they will leave a flyer requesting they contact them to schedule an appointment. Mr. Clark is having a lot of difficulty coordinating efforts between Rio Supply and Uni Billing. Mr. Clark is not very satisfied with the service Rio Supply has provided to date. The Neptune Meters are still not working correctly which causes a lot of extra work for Ms. Wheeler. To date they have 30 meters installed and are planning to add more soon which will make the job more and more difficult if Rio Supply does not make the program run the way it should run.

Police Report:

- Mayor Harris read the report for the month of February 2017: 9 Incidents, 18 Traffic, 5 Parking, 2 Accidents, 1 Assists, 0 Summary, 0 Criminal, 6 District Court, 0 County Court, 1 EMS for total hours worked: 206, Total Salary \$4,638.50.

Borough Property:

- Heater – Mayor Harris, Dan Mandolesi and Mr. Wheeler met with a vendor for the boiler in the basement this past Thursday. The vendor discovered that the exhaust condensation was not draining properly and if not fixed the problem could reoccur. The pitch on the drain is going the wrong way and needs to be adjusted.

Trash: no report

Streets:

- Culverts – Mr. Lodise has been waiting on a call from PENDOT concerning grants which he has not received. He emailed Brian Allen to let him know PENDOT never called and to try to get the contact information from Brian so that he can try to reach out to the grant people.

Lights:

- One light out on Walnut Street.

Personnel: no report

Finance: no report

Zoning: no report

Fire Marshal:

- NIMS Training – The training is set for May 18th from 6:30-9:00. Everyone needs to register on line at trainpa however Fire Marshal Wheeler said it is extremely complicated to do so. He is going to look into registering for everyone and will let council know at next meeting if he was successful.
- RDA Grant – The radios were received and the county programmed them. Fire Marshal Wheeler submitted the receipt to Mr. DeBias.
- Audit - Fire Marshal Wheeler received an email Friday announcing that an audit would be conducted at the William Penn Fire house. Insurance Services Office will be conducting the audit and the results will be used to set rates for resident's insurance.

MS4:

- Storm drain medallions for Hulmeville Borough will be installed this spring by Eagle Scout Ryan Idell
- The first Hulmeville Borough Quarterly Newsletter "Winter 2017" was mailed on February 28th to all borough residents, businesses, churches, and renters (total of 459). The newsletter was also sent to Hulmeville Terrace and Henry's Run residents (57). Out of the 518 mailed only 11 came back undeliverable.
- Ms. Mahon requested reimbursement for money spent on the newsletter which came to a total of \$390.36.

Note – Chief Juno arrived at 8:30pm.

TMDL:

- TMDL No1: encourage riparian forest buffers for all residents along the creek
- TMDL No 2: conduct site inspections to encourage down spout disconnect
- TMDL No 3: install at least 3 trees (evergreen or deciduous) over the next year – note the trees must be 4 - 1/2 feet tall with a 2 - 1/2-inch trunk.
- TMDL No 4: for future borough owned property, look into infiltration measures
- TMDL No 5: modify basins for increased infiltration reduction
- TMDL No 7: install 4 rain barrels over the next year and encourage home owners to do the same
- TMDL No 8: additional provisions:
 1. Complete 2 street sweepings over the next year
 2. Possibly install 5 inlet filters over the next year
 3. Schedule storm drain cleaning of 17 drains over the next year. Ms Mahon has been in contact with John Butler from BCWSA and is waiting for prices, and a schedule to complete the storm drain cleaning. Email address had been changed so communications are all backed up.
 4. Continue with the 4 leaf pickups through the fall/winter season
- Gather needed addresses/contacts of all buildings in floodplain for mailing Best Management Practices (BMP's) information www.buckscounty.org/forms/PublicAccess
- Sump Pump inspections information is being reviewed by the zoning committee.

Floodplain:

- All residents, not just floodplain, received this information in the newsletter. Floodplain & floodway residents which total 140 will be receiving a follow up flyer to the April 18th meeting on storm water in our borough around April 8-9th.
- New Maps – FEMA will be distributing new maps on March 21st. Sarah Wolf will be mailing one set of maps and providing an electronic copy.

Storm Water:

- Refer to winter 2017 newsletter.
- BCWSA Smart Safe Guard Program – Ms. Mahon signed up for the program and as a resident of Hulmeville you will receive a bill twice a year for the program. Ms. Mahon highly recommends all residents consider signing up for the program.

Police:

- The Wall – The Wall Committee will be having a meeting to discuss police coverage during the Wall visit to Penn del. Police will be needed for traffic control and overnight security. Walnut Street and Hulmeville Ave will be shut down and Carin University has offered their parking lots and shuttle service to be used during the event. Payment of police will be paid by The Wall Committee. The Wall will arrive on 7-12 and 13 and the event will run from 7/14 to 7/16.

Solicitor Report:

- RDA Request for Payment – Mr. DeBias has two requests for payment.

Motion made by Ms. Menta seconded by Mr. Walton to authorize a request for payment in the amount of \$50,000 for Penn del Borough to the RDA; Motion passed with all in favor 6-0-0.

Motion made by Ms. Menta seconded by Mr. Walton to authorize a request for payment in the amount of \$303,831.00 for Bristol Borough to the RDA; Motion passed with all in favor 6-0-0.

- **Right to Know – The Courier Times had an article discussing a rising issue with right to know requests. Companies are using right to know as a way to market their products.**

Mayor: no report

Treasurer's Report: Treasurer's Report of March 6, 2017 was made available for inspection:

- **General Fund Checking** Balance as of February 1, 2017: \$ 28,641.62
Expenses Totaled: \$ -33,680.10
Income Totaled: \$ 42,036.85
General Fund Checking Balance as of February 28, 2017: \$ **36,998.37**
- **Sewer Fund Checking** Balance as of February 1, 2017: \$ 111,929.67
Interest Totaled: \$ 4.23
Expenses Totaled: \$ -34,772.65
Income Totaled: \$ 12,822.10
Sewer Fund Checking Balance as of February 28, 2017: \$ **89,979.12**
- **Sewer Fund PLGIT** Balance as of January 1, 2017: \$ 411,864.80
Interest \$ 295.37

	Deposit	\$	0
	Expense	\$	- 0
	Sewer Fund PLGIT Balance as of February 28, 2017:	\$	412,160.17
•	Highway Aid PLGIT Balance as of January 1, 2017:	\$	40,723.32
	Interest	\$	27.17
	Deposit	\$	0
	Expenses	\$	7,367.49
	Highway Aid PLGIT Balance as of February 28, 2017:	\$	33,383.00
•	General Fund PLGIT Balance as of January 1, 2017:	\$	56,184.79
	Interest	\$	39.55
	Deposits	\$	0
	Expenses Total:	\$	1,242.61
	General Fund PLGIT Balance as of February 28, 2017:	\$	54,981.73

Bills: A copy of the bill list dated March 6, 2017 was provided to Council, and offered for review by the public. Ms. McKairnes added eight bills: Debbie Mahon \$245, \$145.36, Bucks Courier Times \$203.59, MJ Reider \$130, \$70, \$80, Carroll Engineer \$3,078.75 and \$758.80.

•	General Fund beginning balance as of February 28, 2017:	\$	42,511.87
	ending balance as of March 13, 2017:	\$	28,005.12
•	Sewer & Water beginning balance as of February 28, 2017:	\$	92,704.66
	ending balance as of March 10, 2017:	\$	59,583.81
•	Highway Aid beginning balance as of March 6, 2017:	\$	58,236.21
	ending balance as of March 6, 2017:	\$	55,141.21

A motion was duly made by Mr. Walton seconded by Ms. Coleman, and carried unanimously to approve the bill list dated March 6, 2017; motion carries 6-0-0.

Correspondence:

- Apartment B - They are up to date with rent payments.
- Liquid Fuels – The money will be placed in our account this month.
- New Password – The borough received a new internet password, however Ms. Omietanski hesitates to distribute it. Currently there is one router for both the secretary office and the police department. Every time the password is distributed it places the system at risk. Currently we do not have the set up to maintain the security. A suggestion was made to have a separate router for the secretary office and create a guest log in. Fire Chief Wheeler offered to donate a router. Mr. McKairnes will look into making the changes.

Old Business:

- Kiss Electric – Mr. Wheeler reminded council that Kiss Electric has announced that they are going to suspend the project on Main Street and is asking for their escrow moneys be returned. They currently have \$16,135.77 in the general fund and \$13,839.10 in the sewer fund. Mr. DeBias is recommending that council request in writing that Kiss Electric confirm it is going to terminate the project. This would mean that when he is ready to start the project again Kiss Electric would need to file a new application with new and possibly different escrows. Mr. DeBias also recommends holding \$2,500 in escrow to cover any unforeseen cost involved with the project. The property was re-inspected and everything is good. Kiss

Electric is planning to clean up the trash dump and that should take at least a year to complete. Kiss Electric is also requesting his payment of \$20,000 fee in lieu of sidewalks. Council agrees with Mr. DeBias's recommendations so he will contact them to discuss council's requests.

- Zoning Paperwork – The zoning documents were distributed to council via email. Council needs to be prepared to discuss them at the work session.
- Webinar – Mr. Wheeler is asking for approval from council to attend a webinar on subdivision land development. It will be held on Wednesday at 12:00 noon and the cost is \$48.

A motion was duly made by Mr. Walton seconded by Mr. Lodise to allow Mr. Wheeler to attend a webinar on subdivision land development at a cost of \$48; motion carries 6-0-0.

The meeting was adjourned at 9:49 pm; motion made by Ms. Mahon seconded by Mr. Lodise.

Respectfully Submitted

Dorothy Omietanski,
Hulmeville Borough Secretary